

**Frederick County SCD Board Meeting**

**Friday, April 26, 2024**

**Soil Conservation District Office**

**Supervisors in Attendance:** D. Flickinger, B. Sowers, J. Falkenstein, and M. Shafer (call in).

**Associates in Attendance:** R. Myers, M. Ahalt, S. Leatherman, S. Hipkins, A. Holter (arrived at 9:14am).

**Guests in Attendance:** District Manager, H. Hutchinson. Soil Conservation Coordinator, K. McAfee. Urban Technician, D. Stonesifer. Pathic Rami. Office of Agriculture Director, Katie Stevens (arrived at 10am). Engineering Supervisor, Environmental Compliance, Eric Dodson (arrived at 10am). Zoning Administrator, Tolson DeSa (arrived at 10am). District Conservationist, USDA-NRCS, Brent Cammauf (arrived at 10am).

Meeting called to order by Chairman, B. Sowers at 9:03am.

**Minutes approved from March by motion:** D. Flickinger motioned, second by J. Falkenstein. All in agreement.

**Minutes approved from March Closed Session by motion:** D. Flickinger motioned, second by J. Falkenstein. All in agreement.

**Frederick County Treasurers Report approved by motion:** J. Falkenstein motioned, second by D. Flickinger. All in agreement.

**Reconciliation Report approved by motion:** J. Falkenstein motioned, second by D. Flickinger. All in agreement.

**Expenses for the month approved by motion:** J. Falkenstein motioned, second by D. Flickinger. All in agreement.

**Agricultural Exemption from Pathic Rami:**

1. Mr. Rami's ag exemption has expired for the 6 acres that was approved by the Frederick SCD board in September 2023. He is requesting an extension so that he can move forward with establishing a vineyard.
2. Sediment controls were installed, but no grading was completed under the original agricultural exemption. The exemption was paused when Frederick County issued a forest harvest permit as they are the lead on forest harvest compliance.
3. D. Stonesifer presented the findings of his site visits to the board.

**Frederick County Agricultural Exemption Discussion with Planning and Zoning:**

1. H. Hutchinson introduced board and guests to start the discussion of Agricultural Exemptions and the process.
2. T. DeSa notes that Planning and Zoning would like the ability to review potential agricultural exemptions before the board grants them. The county would like the opportunity to determine if the property is in the floodplain, wetlands, or flooding soils, and other factors before the exemption came to the board. He is proposing that the landowner apply for a grading permit.

After the county reviews, they will refer to the SCD if they feel an agricultural exemption is appropriate.

3. E. Dodson notes that fees would be collected by the county and could be reimbursed quarterly to the SCD. Permits increase yearly, but ag exemption fees could stay the same. K. Stevens notes that increasing fees is difficult for farmers.
4. B. Sowers noted that the district is already checking for floodplain, wetlands and flooding soils and expressed concern about future personnel changes at the County that may result in the SCD losing the ability to grant agricultural exemptions.
5. E. Dodson noted that memorializing the process in an MOU may be appropriate so everyone is on the same page and if someone new steps in they would have guidance to follow.
6. B. Sowers noted that agricultural exemptions are not granted for the installation of bests management practices.
7. B. Cammauf and H. Hutchinson bring up the discrepancy in mapped features vs. what is present on the land and that the Maryland Department of the Environment has granted the Soil Conservation Districts the authority to make these determinations.
8. T. DeSa notes the floodplain ordinance, § 1-19-9.100. FLOODPLAIN DISTRICT, limits determinations to MDE and that it had to be adopted to meet FEMA requirements.

**Old Business:**

1. H. Hutchinson reported that HB1017, Boundary of the Frederick County Soil Conservation District – Alteration, will go to Governor for signing. She asked if any board members would like to attend.
2. H. Hutchinson reports that K. McAfee continues to update the bylaws.
3. H. Hutchinson reports that the policies were sent out last meeting and proposing to signing four policies today.
  - a. Per Diem Allowance- approved by motion at February meeting, but policy needs signature.
  - b. Redline Revision- J. Falkenstein motioned, second by D. Flickinger, to approved the Redline Revision policy. All in agreement.
  - c. Supervisor Meeting Reimbursement Policy- J. Falkenstein motioned, second by D. Flickinger, to approve the Supervisor Meeting Reimbursement policy. All in agreement.
  - d. Associate Meeting Reimbursement Policy- J. Falkenstein motioned, second by D. Flickinger, to approve the Associate Meeting Reimbursement policy. All in agreement.
  - e. Envirothon Coordinator- R. Myers suggests to update the policy to include having the budget for Envirothon due to the SCD by February 1<sup>st</sup>. Amended policy to brought to next meeting.
4. H. Hutchinson reported that the MASCD Board of Directors Meeting was held on March 26<sup>th</sup>.
  - a. HB1320 which limited cover crop funding did not pass.
  - b. Bay Friendly Farming apparel is available for purchase.
  - c. At MASCD Summer meeting there will be time on Monday for an area meeting. Dee Price would like to schedule a meeting prior, but no one has indicated interest.
  - d. Cover Crop will need an NMP before spring planting in order to be eligible.

- e. October 25<sup>th</sup> is the next Board of Directors Meeting.
5. H. Hutchinson reported that she submitted Richvale Farm, the Ahalt Family, for Cooperator of the Year and D. Stonesifer for Outstanding Special Achievement Employee award for the MASCD Summer Meeting.
6. H. Hutchinson reported that K. McAfee posted the summer intern position on April 17<sup>th</sup> to Facebook, emailed to Ag Teachers, and posted to the website. Applications are by on May 17<sup>th</sup> and no applications have been received as of now.
7. H. Hutchinson reported that she and R. Myers attended the Frederick County Envirothon competition that was held on April 23<sup>rd</sup> at Cunningham Falls Manor area. Brunswick High School placed first, second was awarded to Urbana High School, and third was awarded to Gov. Thomas Johnson High School.

**New Business:**

1. H. Hutchinson reported that the 2024 General Fund MOU and Trust Fund MOU has been updated which establishes an agreement between MDA an FCSCD. MDA has agreed to pay the balanced owed to the two districts.
  - a. 2024 GF MOU- J. Falkenstein motioned, seconded by D. Flickinger, to approve the 2024 GF MOU. All in agreement.
  - b. 2024 TF MOU- J. Falkenstein motioned, second by D. Flickinger, to approve the 2024 TF MOU. All in agreement.
2. H. Hutchinson reported that the SCD has an increasing number of bank accounts due to opening new for the FCSCD and waiting for things to clear on the existing accounts.
  - a. J. Falkenstein motioned, second by D. Flickinger, to close the Middletown Valley Bank account and move to a CD at Sandy Spring Bank with \$70,000 moved to the 5601 Operating account. All in agreement.
  - b. J. Falkenstein motioned, second by D. Flickinger, to close the Truist CD that matures on 05/03/2024 and move to a CD at Sandy Spring Bank. All in agreement.
3. H. Hutchinson provided a new quote for Director and Officers Insurance. The cost for one board \$3455.65.
  - a. J. Falkenstein motioned, second by D. Flickinger, to move forward with the new Directors and Officers Insurance. All in agreement.
4. H. Hutchinson reported that Frederick County Govt. is doing a classification and compensation study. This looks at position classification and recommending changes to salary grades. This closes for employees on April 29<sup>th</sup> and then the supervisor may make comments. The County Executive just recently announced a 2% COLA and 3% Merit increase for 2025.
5. H. Hutchinson reported that K. McAfee provided a sheet for supervisors to complete for MASCD Summer registration. Please fill out and return this meeting so she can make reservations as early as possible.
6. H. Hutchinson reported that MASCD is looking for someone to chair the technical committee. Myron Frock used to hold this position. This position develops the agenda for the technical meetings and the MASCD Summer Meeting.

7. H. Hutchinson reported that we currently have ten entries for the Coloring Contest. The deadline for submissions to be accepted by the SCD office is May 6<sup>th</sup>.
  - a. B. Sowers suggests for Johnsville Ruritan to judge entries as usual.
8. H. Hutchinson reports that the MASCD Endowment Auction is accepting items. Ideas include a “Taste of Frederick” basket, a fair basket with two fair tickets and concert tickets, or a “barrel of cheer” to include local beer, wine, and spirits.
  - a. J. Falkenstein motioned, second by D. Flickinger, to provide a “barrel of cheer” as the MASCD Endowment Auction item and spend up to \$400. All in agreement.
9. H. Hutchinson reported that the 2024 George A. Nicholson, Sr. Memorial Scholarship closed on April 15<sup>th</sup>. A donation for the scholarship was received from Mrs. Schooley. Two applications were submitted and were provided in the supervisor’s folders for review.
  - a. D. Flickinger motioned, second by J. Falkenstein, to award Tate Ondrik and Caroline Clark a \$1000 scholarship, each. All in agreement.
10. H. Hutchinson reported that all pens from previous SCD purchase are now gone. K. McAfee received a quote from Corporate Exposure for pens which was provided in supervisors folders.
  - a. J. Falkenstein motioned, second by D. Flickinger, to purchase 500 pens in blue from Corporate Exposure with the SCD logo. All in agreement.
11. H. Hutchinson reported that K. McAfee provided two quotes for district apparel. Options include an Under-Armor polo, and short and long sleeve button downs.
  - a. J. Falkenstein motioned, second by D. Flickinger, to purchase two shirts for each board member, associate board member and staff member with only one Under-Armor polo allowed per person. All in agreement.
  - b. K. McAfee to see if Special Tees can provide samples for sizing.
12. H. Hutchinson reports that Matt Drury will be holding a training for office staff to review designs and requests the board pay for lunch.
  - a. J. Falkenstein motioned, second by D. Flickinger, to approve \$350 for staff lunch. All in agreement.
13. J. Falkenstein motioned, second by D. Flickinger, to move the monthly board meetings of the FCSCD to the third Tuesday of each month. All in agreement.

**Communications:** No Report.

**Next Meeting:** Scheduled for Tuesday, May 21, 2024 at 9:00AM at the Soil Conservation District Office.

**Adjournment:** D. Flickinger motioned, seconded by J. Falkenstein, to adjourn the regular meeting at 12:46pm and that the board meet in special closed session to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter as authorized by General Provisions Article Section 3-305(b)(13). The motion carried unanimously.